

BOARD OF SUPERVISORS

Brown County

305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600



E-Mail BrownCountyCountyBoard@co.brown.wi.us

PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held

THE WEEK OF MAY 2 – 6, 2011

MONDAY, MAY 2, 2011

| | | |
|-------------|-----------------------------|---|
| * 5:00 p.m. | Special Executive Committee | Room 200, Northern Building 305 E. Walnut Street |
|-------------|-----------------------------|---|

TUESDAY, MAY 3, 2011

(No Meetings)

WEDNESDAY, MAY 4, 2011

| | | |
|-------------|--|---|
| * 5:00 p.m. | Public Safety Committee | Room 200, Northern Building 305 E. Walnut Street |
| * 6:30 p.m. | Brown County Planning Commission Board of Directors | GB Metro Transportation Center 901 University Avenue |

THURSDAY, MAY 5, 2011

| | | |
|-------------|------------------------------------|---|
| * 5:00 p.m. | Education and Recreation Committee | Barkhausen Waterfowl Preserve 2024 Lakeview Drive, Suamico |
|-------------|------------------------------------|---|

FRIDAY, MAY 6, 2011

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

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EXECUTIVE COMMITTEE

Mary Scray, Chair

Guy Zima, Vice Chair

Tom Lund, Jesse Brunette, Bernie Erickson

Pat Evans, Tom De Wane

EXECUTIVE COMMITTEE

Monday, May 2, 2011

5:00 p.m.

**Room 200, Northern Building
305 E. Walnut Street**

- I. Call meeting to order.
- II. Approve/modify agenda.
- III. Approve/modify minutes of March 28, 2011 and Special Meetings of April 19, 20 and 26, 2011.

Legal Bills

1. Review and Possible Action on Legal Bills to be paid.

Reports

2. County Executive Report.
 - a) Budget Status Report for March 31, 2011.
 - b) Discussion re: Update re: Old Mental Health Center building (standing item).
3. Internal Auditor Report.
 - a) Budget Status Report for March 31, 2011.
 - b) KI Convention Center and Resch Center Project Financing Framework.
4. Board Attorney Report.

Vacant Budgeted Positions (Request to Fill)

5. Human Services - Fulltime, Account Clerk I/Budget Counselor (vacated 3/1/11).
6. Human Services - (2 positions) Social Worker/Case Manager (Long Term Care Developmental Disability Services) (vacated 5/2/11 & 5/12/11).
7. Human Services - Social Worker/Case Manager (Long Term Care, Elderly and Physically Disabled) (vacated 4/22/11).

Closed Session

8. Closed Session: For the purpose of deliberating whenever competitive or bargaining reasons require a closed session pursuant to Wis. Stats. § 19.85(1)(e). (Labor negotiations)

Redistricting

9. Review of Redistricting Options and Recommendations to County Board re: Tentative Supervisory District Plan.

Other

10. Such other matters as authorized by law.

Mary Scray, Chair

Notice is hereby given that action by the Committee may be taken on any of the items, which are described or listed in this agenda. The Committee at their discretion may suspend the rules to allow comments from the public during the meeting. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

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PUBLIC SAFETY COMMITTEE

Tom De Wane, Chair

Andy Nicholson, Vice Chair

Dave Kaster, Tim Carpenter, Patrick Buckley

PUBLIC SAFETY COMMITTEE

Wednesday, May 4, 2011

5:00 p.m.

Room 200, Northern Building
305 E. Walnut Street, Green Bay

- I. Call meeting to order.
 - II. Approve/Modify Agenda.
 - III. Approve/Modify Minutes of April 20, 2011.
-
1. Review of minutes:
 - a. Circuit Court Security Committee Meeting (January 18, 2011).
 - b. Emergency Medical Services Council (February 16, 2011).
 - c. Criminal Justice Coordinating Board (March 29, 2011).

District Attorney

2. 2010 Drug Prosecution Study (*Study can be seen in the County Board office and on the Brown County website*).

Sheriff

3. Key Factor Reports for April and May, 2011 and Jail Average Daily Population by Month and Type for the Calendar Year 2010.
4. Budget Status Financial Report for December, 2010 unaudited.
5. Budget Status Financial Reports for February and March, 2011.
6. Budget Adjustment Request (#11-48): Increase in expense with offsetting increase in revenue.
7. Sheriff's Report.

Public Safety Communications

8. Budget Status Financial Reports for February and March, 2011.
9. Director's Report.

Circuit Courts

10. Budget Status Financial Reports for January, February and March, 2011.
11. Quarterly Report of Brown Co. Security/Incident Review Committee – March 31, 2011.

Clerk of Courts

12. Budget Status Financial Report for March, 2011.

Medical Examiner - No agenda items.

Other

13. Audit of bills.
14. Such other matters as authorized by law.

Tom De Wane, Chair

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AGENDA
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, May 4, 2011
Green Bay Metro Transportation Center
901 University Avenue, Commission Room
Green Bay, WI 54302
6:30 p.m.

ROLL CALL:

| | | | |
|----------------------|-------|-----------------------|-------|
| Paul Blindauer | _____ | Dotty Juengst | _____ |
| James Botz | _____ | Tom Katers | _____ |
| Keith Chambers | _____ | Pat Kolarik | _____ |
| William Clancy | _____ | Patrick Moynihan, Jr. | _____ |
| Norbert Dantine, Jr. | _____ | Ken Pabich | _____ |
| Ron DeGrand | _____ | Gary Pahl | _____ |
| Bernie Erickson | _____ | Mike Soletski | _____ |
| Mike Fleck | _____ | Alan Swatloski | _____ |
| Steve Grenier | _____ | Mark Tumpach | _____ |
| Mark Handeland | _____ | Jerry Vandersteen | _____ |
| Greg Henning | _____ | Tim VandeWettering | _____ |
| Phil Hilgenberg | _____ | Dave Wiese | _____ |

1. Approval of the minutes of the April 6, 2011, regular meeting of the Brown County Planning Commission Board of Directors.
2. **Public Hearing:** Amendment to the 2002 Brown County Sewage Plan to update environmentally sensitive area (ESA) requirements and streamline the ESA amendment review process.
3. Discussion and action regarding an amendment to the 2002 Brown County Sewage Plan to update ESA requirements and streamline the ESA amendment review process.
4. Wisconsin Working Lands Initiative update.
5. Director's report.
6. Brown County Planning Commission staff updates on work activities during the month of April 2011.
7. Other matters.
8. Adjourn.

NOTICE IS HEREBY GIVEN THAT ACTION BY THE COMMISSION MAY BE TAKEN ON ANY OF THE ITEMS WHICH ARE DESCRIBED OR LISTED ON THIS AGENDA.

PLEASE TAKE FURTHER NOTICE, MEMBERS OF THE PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE OF THE BROWN COUNTY BOARD OF SUPERVISORS MAY BE PRESENT IN SUFFICIENT NUMBERS AT THE ABOVE MEETING TO CONSTITUTE A MEETING OF THEIR COMMITTEE. THE COMMITTEE WILL GATHER INFORMATION AND WILL NOT TAKE FORMAL ACTION AT THIS MEETING.

ANY PERSON WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATION SHOULD CONTACT THE BROWN COUNTY HUMAN RESOURCES OFFICE AT 448-4065 BY THE DAY BEFORE THE MEETING SO ARRANGEMENTS CAN BE MADE.

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EDUCATION & RECREATION COMMITTEE

Jesse Brunette, Chair
Tim Carpenter, Vice Chair
Bill Clancy, John Vander Leest, Vicky Van Vonderen

EDUCATION & RECREATION COMMITTEE

Thursday, May 5, 2011

5:00 pm

Barkhausen Waterfowl Preserve
2024 Lakeview Drive, Suamico, WI

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Approve/modify minutes of April 14, 2011.

Museum

1. Budget Status Financial Report March 31, 2011.
2. Discussion re: scheduling of public input sessions and 5 year strategic planning.
3. Director's Report.

Library

4. Budget Status Financial Report for March 31, 2011.
5. Director's Report.

NEW Zoo

6. Budget Status Financial Report for March 31, 2011.
7. Budget Adjustment (#11-47): Increase in expenses with offsetting increase in revenue.
8. Zoo Monthly Activity Report.
 - a. Operations Report.
 - i. Admissions, Revenue, Attendance.
 - ii. Gift Shop, Mayan, Zoo Pass, Misc Revenue.
 - b. Education/Volunteer Programs Report.
 - c. Curator's Report.
 - d. Maintenance Supervisor Report.
9. Zoo Director Report.

Golf Course

10. Budget Status Financial Report for March 31, 2011.
11. Golf Course Financial Statistics as of April 17, 2011.
12. Superintendent's Report.

Resch Centre/Arena/Shopko Hall

13. Update re: Repair and Maintenance Timeline at the Resch Center (standing item).

Parks

14. Budget Status Financial Reports for March, 2011.
15. Updated from HR re: seasonal wages of Park Department employees.
16. Director's Report.

Other

17. Audit of bills.
18. Such other matters as authorized by law.


Jesse Brunette, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda.

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MAY 2011



| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|--|--|---------|---|---------------------------------------|--------|----------|
| | Special Executive Cmte 5:00 pm | | Public Safety 5:00 p.m. | Ed & Rec 5:00 p.m. (Barkhausen) | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| Mother's Day  | Executive Cmte 6:30 pm <i>Rescheduled for May 2</i> | | | | | |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | Board of Supervisors 7:00 p.m. | 19 | 20 | 21 |
| 22 | 23 | 24 | Human Svc 6:00 pm | Admin Cmte 5:30 pm | 27 | 28 |
| 29 | Land Con 7pm Plan Dev & Trans 7:30pm Tentative- Memorial Day! | 31 | | | | |
| | 30 | | | | | |



JUNE 2011

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|--|--|---------|---|---------------------|--------|----------|
| | | | Public Safety 5:00 pm | Ed & Rec 5:00 pm | | |
| | | | 1 | 2 | 3 | 4 |
| 5 | Executive Cmte 6:30 pm | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | Board of Supervisors 7:00 p.m. | 16 | 17 | 18 |
| Father's Day  | | | Human Svc 6:00 pm | Admin 5:30 pm | | |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | Land Con 7 pm Plan Dev & Trans 7:30 pm | 28 | 29 | 30 | | |
| | 27 | | | | | |

BROWN COUNTY COMMITTEE MINUTES

- Facility Master Plan Subcommittee (April 20, 2011)
- Human Services Board (April 14, 2011)

To obtain a copy of Committee minutes:

[http://www.co.brown.wi.us/minutes and agendas/](http://www.co.brown.wi.us/minutes_and_agendas/)

OR

Contact the Brown County Board Office or the County Clerk's Department

PROCEEDINGS OF THE BROWN COUNTY FACILITY MASTER PLAN
SUBCOMMITTEE

Pursuant to Section 19.84 Wis. Stats., a meeting of the **Facility Master Plan Subcommittee** was held on Thursday, April 20, 2011 at 5:30 p.m. at the site of the new Brown County Sheriff's Office, 2684 Development Drive, Green Bay, Wisconsin.

Present: Carole Andrews, Mike Fleck, Bill Clancy, Pat Wetzel
Excused: Jack Krueger
Also Present: Kris Schuller, Jeff Oudeans, Bill Dowell, Chuck Lamine, Mike Abhold

1. **Call to Order:**

The meeting was called to order by Vice-Chair Andrews at 5:34 p.m.

2. **Approve/ Modify Agenda:**

A MOTION WAS MADE BY SUPERVISOR CLANCY AND SECONDED BY SUPERVISOR WETZEL TO APPROVE. Vote taken. MOTION CARRIED UNANIMOUSLY.

3. **Approve/Modify Minutes of November 18, 2010 and January 20, 2010.**

A MOTION WAS MADE BY SUPERVISOR FLECK AND SECONDED BY SUPERVISOR CLANCY TO APPROVE. Vote taken. MOTION CARRIED UNANIMOUSLY.

Although shown in proper format here, Item 5 was taken at this time to precede the tour of the Sheriff's Office.

4. **Update on old MHC building.**

Planning Director Chuck Lamine passed out a Veterans Services Campus Proposal for the former Mental Health Center, a copy of which is attached. He reported that on March 23, 2011 a meeting was held at the MHC with Congressman Ribble with regard to developing the building into a multi-purpose veteran's facility. This facility would include housing for homeless and transitional veterans and overnight hotel style rooms for veterans coming to the VA Clinic as well as housing the Veterans Service Office. Some of the funding they are looking at includes VA Homeless Veterans Grants and Per Diem Programs. Lamine felt that Congressman Ribble was intrigued with the ideas presented and was also impressed with the integrity of the building.

The next step in developing this project would be to conduct a feasibility study, however, there currently are no funds available for this. Lamine stated that Congressman Ribble was going to

see if he could find resources to fund a feasibility study, however, Tom Hinz has since received an e mail from Ribble that they were unable to find monies to cover a feasibility study.

A MOTION WAS MADE BY SUPERVISOR CLANCY AND SECONDED BY SUPERVISOR FLECK TO RECEIVE AND PLACE ON FILE. Vote taken. MOTION CARRIED UNANIMOUSLY.

5. **Update on Sheriff's Office Building.**

Facilities Management Director Bill Dowell informed the committee that overall the project is on schedule and on budget. There have been a small amount of contingencies but he is confident the project will still come in within budget. The construction team knows that the project needs to be move-in ready by the end of June and this should not be a problem as everyone is motivated and working towards that goal.

Facilities Project Manager Jeff Oudeans introduced Mike Abhold, the owner of SMA Construction. Abhold indicated that he also felt the project was progressing on schedule and there were no major issues. The demolition of the building has been complete and they are now in the construction phase of the project. Abhold also stated that the additional building would be coming in May and would take approximately a month to erect.

A MOTION WAS MADE BY SUPERVISOR WETZEL AND SECONDED BY SUPERVISOR FLECK TO RECEIVE AND PLACE ON FILE. Vote taken. MOTION CARRIED UNANIMOUSLY.

A tour of the facility took place at this time, 5:38 p.m.

6. **Review of Human Services Space Needs.**

Bill Dowell stated that he felt more analysis was necessary on this issue. He has spoken with Human Services Director Brian Shoup and there are currently no short term space issues at the Sophie Beaumont Building. Depending on what happens with Family Care and the Governor's proposal, some space may become available. Andrews and Clancy both felt that it may be best to put this off until the governor's budget is decided.

Dowell will also be checking with IS Director Bob Heimann to see if they still have space needs issues.

A MOTION WAS MADE BY SUPERVISOR WETZEL AND SECONDED BY SUPERVISOR CLANCY TO RECEIVE AND PLACE ON FILE. Vote taken. MOTION CARRIED UNANIMOUSLY.

7. **Report of the Facilities Director.**

Bill Dowell indicated that the major project happening at this time was the Sheriff's Office project.

Dowell has also been busy working with Planning Director Chuck Lamine on block grant projects. During the past month, budget adjustments were done to get the funds into the right accounts, all of the bidding was done on the PV projects and contracts and POs were finalized the week of the grant deadlines. The projects consist of PV systems which was awarded to Eland, hot water project which was awarded to August Winter and HVAC upgrades at the ADRC which was awarded to Johnson and Jonet. There will also be lighting upgrades at Sophie Beaumont and the Law Enforcement Center which will be handled by Northern Electric. The total amount of grants received was approximately \$650,000 and Lamine complimented Dowell on his work in getting things done to secure the grant funds as well as maximizing the grants. Dowell indicated that another \$300,000 in grant funds was received from Focus on Energy and WPS.

A MOTION WAS MADE BY SUPERVISOR WETZEL AND SECONDED BY SUPERVISOR CLANCY TO RECEIVE AND PLACE ON FILE. Vote taken. MOTION CARRIED UNANIMOUSLY.

8. Such other matters as authorized by law.

A MOTION WAS MADE BY SUPERVISOR CLANCY AND SECONDED BY SUPERVISOR FLECK TO ADJOURN AT 6:37 P.M. Vote taken. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

Therese Giannunzio
Recording Secretary

**Veterans Services Campus Proposal
For Former Brown County Mental Health Center Building
March 23, 2011**

Problem Statement

Brown County has always had a history of supporting our veterans, especially upon return from combat service. This is an important part of our local culture. Today the VA estimates that about 131,000 veterans are homeless on any given night - accounting for one-fifth of the entire homeless population - and roughly twice as many experience homelessness throughout the year. Within the State of Wisconsin, 20 percent of the suicide victims are veterans according to Wisconsin Department of Health records. It is anticipated the problem will get worse before it gets better due to the increased number of returning veterans from conflicts in Iraq and Afghanistan. Contributing factors such as the rates of post-traumatic stress disorder and traumatic brain injuries are high. A 2008 study identified more than 400,000 returning vets with TBI, the result of shock waves from bomb blasts or the impact of being thrown against walls or to the ground. Meanwhile, an estimated one in five returning soldiers suffers from the psychological disorder of post-traumatic stress.

The Vision

- Develop a facility to serve as a Veterans Services Campus for “one stop shop” convenience for veterans.
- The facility would be located within a half mile to the soon to be under construction VA Clinic to be located at the southwest corner of the interchange of STH 54/57 and University Avenue.
- Veterans program emphasis would be placed on:
 - Supportive housing for homeless veterans. Services to include coordinated physical and mental health care through the VA Clinic, transitional housing, counseling, food preparation and service, employment assistance, vocational rehabilitation, and assistance with VA programs and services.
 - Permanent supportive housing for veterans.
 - Access to a Veterans Court which is in the process of being developed.
 - Services for women veterans.
 - Coordination with educational institutions such as the University of Wisconsin Green Bay (less than two miles away), St. Norbert College, Northeast Wisconsin Technical College, and the Bellin College of Nursing.
- Potential for assisted living housing units.
- Access to on-site Wisconsin and Brown County Veterans Service Offices.
- Overnight hotel style rooms for visitors to the VA Clinic.

The Programs

VA Homeless Veterans Grant and Per Diem Program. Designed to fund community agencies providing services to homeless veterans. The purpose is to promote the development and provision of supportive housing and/or supportive services with the goal of helping homeless veterans achieve residential stability, increase their skill levels and/or income, and obtain greater self determination.

Grant

Grant limits are at 65 percent of the costs of construction, renovation, or acquisition of a building for use as service centers or transitional housing for homeless veterans. Recipients must find the matching 35 percent share from other sources. Grants may not be used for operational costs, including salaries.

Per Diem

Operational costs, including salaries, may be funded by the per diem component. For support of housing, the maximum amount payable under the per diem is \$38.90 per day per veteran housed. In addition, "reasonable" fees may be charged for services not paid with per diem funds.

HUD-VA Supportive Housing (VASH) Program. Participating veterans receive housing vouchers, as well as case management services, including assistance locating housing and accessing benefits and health services.

VA Supportive Services for Veteran Families (SSVF) Program. Provides grants to private non-profit organizations and consumer cooperatives who will provide supportive services to very low-income veteran families residing in or transitioning to permanent housing. The grantees will provide a range of supportive services designed to promote housing stability to eligible very low-income veteran families.

Veteran Justice Outreach Initiative. The purpose of the Veteran Justice Outreach Initiative (VJO) is to avoid the unnecessary criminalization of mental illness and extended incarceration among veterans by ensuring that eligible justice-involved veterans have timely access to VHA mental health and substance abuse services when clinically indicated, and other VA services and benefits as appropriate.

Department of Labor-Veterans' Employment and Training Service (DOL-VETS). The DOL-VETS Homeless Veterans Reintegration Program (HVRP) facilitates the reintegration of homeless veterans into the labor force through grants that are awarded to non-profit community-based organizations, workforce investment boards, and state government agencies offering employment and job-readiness services. DOL-VETS also funds Disabled Veterans' Outreach Programs (DVOPs) and Local Veterans' Employment Representatives (LVERs) at employment offices nationwide.

VA Veterans Health Administration Homeless Veteran Service Coordinators. Every VA medical center has a Homeless Veteran Coordinator who can give you information

about local services for homeless veterans provided through the Veterans Health Administration. Services include outreach, case management, referrals to benefits counselors, and linkage to health care services and housing assistance.

Mental Health Center Facility

The former Brown County Mental Health Center building is located at 2900 St. Anthony Drive, Green Bay, Wisconsin, on the city of Green Bay's northeast side. The structure is a large, well-designed Georgian Revival hospital building having a Y-shaped plan to which a large contemporary-style addition was added in 1967 across most of the front facing façade. The original building has fine cut stone cladding on all walls.

- The building is located within close proximity to the future VA Clinic, Brown County Community Treatment Center, NEW Curative Workshop, and the campus of the University of Wisconsin Green Bay.
- The building is located on approximately 8.9 acres of land.
- 140,000 square foot three-story building.
- Zoned Public Institutional.
- Located on Green Bay Metro transit route.

Preliminary Project Proposal

Develop a facility at the former Brown County Mental Health Center building to serve as a Veterans Services Campus for "one stop shop" convenience for veterans. Office space within the building would be occupied for the following veteran services:

- Brown County Veterans Service Office.
- Job Center Employment Services.
- Vocational Rehabilitation.
- VA Vets Center (counseling services).
- Veterans Court.

First Floor

- 26 HUD-VASH apartment units.
- Tenant common space.
- Approximately 12,298 square feet office space.
- Cafeteria and coffee bar.

Second Floor

- 32 HUD-VASH apartment units.
- Approximately 18,443 square feet office space.

Lower Level

- 30 bed VA funded transitional housing through VA Grant and Per Diem Program.
- Computer lab and other common spaces for tenants.

- A separated wing with 12 overnight hotel style rooms for visitors to the VA Clinic.
- Program staff offices.

Feasibility Study

We believe that the development of a Veterans Services Campus at the former Brown County Mental Health Center building could serve as a model to be implemented nationally. The building is strategically located to succeed in improving veterans' services for Brown County and the region, which includes approximately 40,000 veterans within the six neighboring counties of Brown, Manitowoc, Kewaunee, Door, Shawano, and Oconto. For this project to be successful, it is felt that a feasibility analysis including the following elements is needed:

1. **The People:** Analysis of the client characteristics and needs. Determine who the veteran clients will be and their particular needs for space amenities and services.
2. **The Place:** Evaluation of the project location and building to assure meeting the needs of the veterans for essential human services, transportation, employment opportunities. The building itself should provide an appropriate physical facility for the veterans. Housing unit size and amenities should be suited to the types of households expected to occupy them. Adequate non-residential space needs to be provided for special services. To accomplish this, an architectural and engineering study will be needed to evaluate the existing condition of the building, identify needed improvements, and develop cost estimates for the improvements.
3. **Support Services:** Evaluation of service needs and coordination of various veteran service agencies to best take advantage of co-location and funding sources. Services may cover a wide range of areas including food preparation and service, intensive assistance with activities of daily living, counseling, case management, employment training and placement, vocational rehabilitation, and medical services.
4. **Money:** The project must be financially viable both in the short- and long-term. There must be adequate sources of capital financing available to cover all necessary development costs and any debt service. Expenses must be projected to cover operation and maintenance costs as well appropriate support services. An analysis of potential funding mechanisms such as grants, donations, program funding, and loans must be completed to determine the financial feasibility of the project.
5. **Organization:** The entire project must be supported by the organizational capacity necessary to plan, develop, manage and provide veteran services to the project. Consideration for organizational options including a private/public strategy should be considered to establish the most successful organization structure to assure financial and service provision success.

Proposal Contact Information

Tom Hinz
Brown County Executive
305 E. Walnut Street, Room 680
Green Bay, WI 54301
Phone: (920) 448-4001
Email: hinz_tj@co.brown.wi.us

Bill Dowell, Facility Management Director
Phone: (920) 448-4055
Email: dowell_we@co.brown.wi.us

Chuck Lamine, Planning Director
Phone: (920) 448-6480
Email: lamine_cf@co.brown.wi.us

Jerry Polus, Veterans Service Officer
Phone: (920) 448-4451
Email: polus_je@co.brown.wi.us

Brian Shoup, Human Services Director
Phone: (920) 448-6005
Email: shoup_ba@co.brown.wi.us

PROCEEDINGS OF THE BROWN COUNTY HUMAN SERVICES BOARD

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Brown County Human Services Board** was held on Thursday, April 14, 2011 in Board Room A of the Sophie Beaumont Building – 111 North Jefferson Street, Green Bay, WI

Present: Chairman Tom Lund, Paula Laundrie, Alison Draheim, Carole Andrews, Craig Huxford, Helen Smits, Susan Hyland

Maria Zehren (arrival: 5:30pm)

Excused: JoAnn Grashberger, Bill Clancy

Also

Present: Brian Shoup, Executive Director Human Services
Tim Schmitt, Budget and Finance Manager
Jim Hermans, Child Protective Services and Juvenile Justice Manager
Kevin Brennan, Foster Care/CPS Ongoing Supervisor
Frances Bass, CPS Intake Supervisor
Mina Teske, Foster Care Coordinator

Call Meeting to Order:

The meeting was called to order by Chairman Lund at 5:15 p.m.

2. Approve/Modify Agenda:

ANDREWS/LAUNDRIE moved to approve the agenda.
The motion was passed unanimously.

3. Approve Minutes of March 10, 2011 Human Services Board Meeting:

ANDREWS/SMITS moved to approve the minutes dated March 10, 2011.
The motion was passed unanimously.

4. Executive Director's Report:

Human Services Day at the Capitol

Wednesday, April 6th was the Human Services Day at the Capitol in Madison and was sponsored by the Wisconsin Human Services Counties Association. Brian brought put together a team to represent Brown County and they all attended this conference.

The team met with all eleven (11) of our legislators (or their senior representative) to discuss issues of importance for Brown County. Together they focused on the following issues:

Child Protection

Shoup and the team reported on our limited capacity for supporting children, although did not make any formal requests. Shoup said that they wanted legislator's to know where Brown County stands among compared to others.

Family Care

In governor's proposed budget, it is unclear where Family Care (FC) stands right now. The proposal says that FC is frozen for about 2 years. Currently there is an administrative audit being conducted to determine if FC would be favorable. The results of the audit were supposed to be released this month (April), however as of today, no results have been published. If the audit proves that FC is favorable, then it should proceed as originally intended. In the end, the governor and legislators will make the ultimate decision.

Shoup said currently there is enough funding to continue with FC through June 2011. After that, there would be no more funding according to the proposed budget. If FC is stalled for two years, there are major concerns/questions. One of which is relating to the FC staff. How we will be able to keep current knowledgeable FC staff on board and continue to move forward if FC does stall for 2 more years? Brian and the team shared these concerns/questions with each legislator. Brown County stressed that we do not want to have to start over 2 years down the road. We cannot afford to lose the time money we have already invested in FC.

Income Maintenance a.k.a. Economic Support

Under the governor's proposed budget, the State would take over Income Maintenance (IM) services, with the exception of Energy Assistance and Day Care. These services are proposed to be taken over by a private vendor headquartered in Milwaukee. This is the same vendor who previously failed to meet expectations and was found unable to meet the standard regulations set and volume of clients. Some additional effects as a result of this proposed change include:

- Each county will be asked to pay a maintenance of effort cost. It will result in a net cost of \$250,000 for BC (each year).
- Brown County will lose 45 jobs.
- The proposed vendor has an average performance rate of 16% as opposed to BC's 81%.
- The proposed vendor's cost per case is higher than the average county(s) cost per case.
- Cases will be automated.
- The proposed vendor is currently under corrective action.

A subcommittee consisting of surrounding counties has been formed as a result of the proposed budget. Brown County has been involved every step of the way. This subcommittee is proposing an alternative model which includes regionalization but also keeps a local agency presence. Secretaries of Health Services & DCF have expressed that they would be open to working with the counties. We are asking for our legislators to support this.

Youth Aids/Juvenile Justice

In previous years, the state used to fund children who were placed at Lincoln Hills. About 15 years ago, the state decided rather than funding these children, counties will receive Youth Aids from the state and the counties will have to pay for placements at Lincoln Hills. The state allowed each county to choose if they wanted to use the Youth Aids funds to continue to place children at Lincoln Hills or invest the funds into county base programs.

Based on the proposed budget, there will be a 10% cut in the Youth Aids funds, while raising the cost per diem for those children placed in Lincoln Hills.

- Q: Board Member Draheim asked if the county has any documents or fact sheets the Board members could have to be used as a reference when speaking with their legislators.
- A: Brian said that we can provide the board members with the talking points the team took with them at Human Services Day at the Capitol. Laura will forward the talking points to each Board member.
- Q: Board Member Draheim asked what they can do about the proposed budget's changes to the current Income Maintenance / Economic Assistance services.
- A: Brian said, they are all certainly able speak with legislators and continue to hit them with facts and numbers, especially detailing the effects the proposed changes will have on counties and clients.
- Q: Supervisor Andrews asked, how can we be certain the numbers/data the counties are using are correct versus the numbers/data the governor's is stating in the proposed budget? She also asked do we know where the governor's numbers came from.
- A: Brian stated that various Wisconsin Departments constantly rely on data submitted by County government. It is reasonable for us to rely on the same.

Board Member Draheim stated (in her experience) how hard it is for children, parents and caregivers to navigating through automated (computer) systems. She said she has the opportunity and ability to talk to legislators specifically about the impact on children and families if the state chooses to use an automated system. She is aware and concerned of those families and children will not be able to get the help they need and will go unnoticed.

Resolution Honoring Amy Dingeldein

This resolution will be put on the agenda for action next month.

5. Study of Child Protection Services and Policy Development – 4th Session of 4.

Hermans revisited the policies and corresponding recommendations to consider that were presented that month.

Jim said that state is monitoring CPS reports from Brown County BC and we also monitor/track our performance internally as well. Standards are set for all states and counties by the federal government agencies and each county is responsible for meeting those standards and are then used to demonstrate as a state that we are meeting the minimum standards set. Right now, BC is a driver county because of size/population and because of this, the state is very mindful of BC. They have identified that we are in need extra attention and resources to ensure BC will reach the standards set. Currently, the reports show that Brown is below these levels and are not meeting the minimum standards. Jim said that we are striving to improve, but we are not there yet.

Jim said that BC is working with the State and engaging in some areas to improve in our efforts to achieve permanency quicker for children who have been out of the home for lengthy periods of time. One of the initiatives we are involved in is Permanency Roundtables.

The state is piloting this initiative with BC and the purpose is to try and address cases that seem to be limited in their progress; stuck between going home or achieving permanency in another manner.

Other areas where the state is working with BC include:

- Monthly monitoring of permanency activities.
- Offer caseworker contacts technical assistance.
- Conduct final post Quality Service Review (QSR) facilitation meeting.
- Implement post QSR.
- Offer access and initial contact technical assistance.
- Conduct 6-month permanency roundtable reviews.

Jim also reported results from the discussions the state had with us during the QSR process. The state reported:

- Staffing is a major challenge for the agency. There has been no increase in staff over the last 10 years despite growing population and demand for services.
- Agency operations have suffered from turnover in leadership in prior years. Although, the current leadership is committed to improve performance.
- Overall prognosis is that the agency is trying to improve, but performance will continue to struggle if it remains at its current staffing level.

Jim said that CPS would like to utilize more family strengthening or family training programs.

Jim showed money spent in substitute care (out of home placement) declined each year since 2005. This reflects BC's efforts to strengthen children and families so that the need for placements is less.

As part of this direction, BC has expanded its purchase of services intended to strengthen families and lower the need of out of home placements. BC Staff want to avoid removing children from their families by increasing the parents' capacity to care for their own children.

Substitute Care Program Trends

| Year | Money Spent in Substitute Care (<i>out of home placements</i>) |
|----------------------------|--|
| 2005 | \$3,261,270 |
| 2006 | \$3,009,176 |
| 2007 | \$2,962,990 |
| 2008 | \$2,764,430 |
| 2009 | \$2,593,808 |
| 2010 | \$2,613,213 |
| Change: Decrease \$648,057 | |

| Year | Money Spent on Family Strengthening |
|----------------------------|-------------------------------------|
| 2005 | \$0 |
| 2006 | \$0 |
| 2007 | \$113,674 |
| 2008 | \$255,608 |
| 2009 | \$271,319 |
| 2010 | \$292,639 |
| Change: Increase \$292,639 | |

Examples of Family Strengthening:

Family Training Program (out of Neenah, WI) is a vendor that BC uses. After we began using them, we found this program and their services were extremely positive and we were using their services frequently. As a result, Family Training Program was able to open a facility in Green Bay. Some of their services include:

- Assess the family.
- Have the ability to go into homes quickly if the need is there.
- Help to change the dynamics in families.
- Teach hands on parenting.
- Very complete and thorough.
- Provide a very solid report that BC is able to use in court.

- Q: Chairman Lund asked how long this process generally takes with Family Training Program involved.
- A: Kevin Brannan said the length varies depending on the family and the need. The longest was approximately 14 months and the shortest was approximately 5 months.
- Q: Chairman Lund asked when placing a child(ren) with foster parents/foster homes, do you look for compatibility somehow? How is a home chosen?
- A: Kevin Brennan said that Mina Teske's (Foster Care Coordinator) job is to match the child to the right home. There is a detailed process to align the correct foster home with the correct foster child. The selection is completed through the assessment process. One part of this process includes evaluating the home and looking at any previous placements.
- Q: Citizen Board Member Hyland asked, are there a lot of families that want to be foster parents/foster homes?
- A: Brennan said that there continues to be a lot of interest to become a foster parent/foster home. He said that BC is never short of homes to place children. The only time delay is getting licensed.
- Q: Chairman Lund asked does the Birth to Three program help prevent some from getting placed? He said he is sure this is going to be a budget item that will be questioned.
- A: Jim Hermans said yes, Birth to Three certainly prevents some placements, however, it is difficult to measure precisely.
- Q: Citizen Board Member Laundrie asked how many/what percentage of foster care homes are treatment versus non treatment.
- A: Kevin said the county only operates regular foster care (non-treatment). We contract with a private agency for treatment foster care. BC does have homes that provide (at least 15 homes) this care, if it is needed. Mina Teske (Foster Care Coordinator) and Brennan are working on trying to support these treatment foster homes through other programs to keep even more children in the county. It is also beneficial to keep the children in the same county where they go to school.

Brian said last week he met with Corinne McFarlane, Area Administrator Department of Children and Families, and she said they are very interested in what happens to BCHS CPS. She said they are concerned (not about management or quality of staff) about our capacity. Secretary Eloise Anderson (Department Health and Families) has requested reports on a monthly basis for BC's performance. Eloise is also interested in seeing BC improve.

Brian said as the Director, his biggest priority is the limited capacity of our Child Protection Services.

Citizen Board Member Draheim expressed that BC is way too busy and understaffed to be utilized as much as the schools would like, in her experience. She mentioned that she used to be able to collaborate more with BC's social workers and together they worked to prevent families/children before they have greater needs arise. More proactive measures were able to be taken when the social workers had more time available.

Citizen Board Member Zehren asked if BC always been understaffed?

Hermans said no. Due to regulations and previous budgets, CPS has been forced to operate understaffed.

Citizen Board Member Huxford said that right now BC is going in the right direction (as opposed to 10 years ago). However, he said that we are not staffed well enough to see the positive results of all of CPS's efforts.

Hermans said that CPS intends to measure their service outcomes and determine the effectiveness of these policy directives, should they be put into practice. They want to make sure these policy directives are producing positive results.

Shoup said what he (and the CPS team) is looking for from the Board is a sense of what they believe. Meaning, he is requesting the Board give feedback or direction on if HS is on the right track with the policy initiatives that were presented and if the Board is entrusting in these initiatives. He also said that if this is the case, HS will develop a budget proposal for the Board's consideration which reflects this sense of the HS Board.

Citizen Board Member Smits said she believes CPS is a priority. She said that priorities must be set in order to figure out how the budget will be split up. She also said that she realizes that there are needs all over the community.

Citizen Board Member Laundrie said that she is in favor of gaining more support staff in CPS. She said (in her opinion) that CPS is not asking for anything out of the ordinary; in fact, she thinks that they could be asking for more. She said that the Board needs to try to do the best they can to support CPS in gaining more money/resources to help this department succeed. She said CPS needs to increase their capacity of social workers and management positions. However, she questions where the money will come from?

Citizen Board Member Huxford said that the staffing issue is a no brainer, but noted that the County Board is going to have to figure out how to make it work in respect to the budget.

Citizen Board Member Laundrie said it was clear to see that the presentations the CPS team were extensive and conducted extremely well; overall doing a great job. She also said it is clear to see how passionate they each are about their positions and the desire to teach what they do and what CPS is all about. Overall, the CPS team did an exceptional job presenting this topic to the Board members.

6. Financial Report:

Community Programs

Community Programs posted an increase in net assets of \$1.1 million in 2010. This was primarily due to increased census for all programs along with effective revenue and expense management. We maximized revenue in CP by replacing budgeted levy funds with federal funding in our long-term care and community treatment programs. This resulted in a \$600K positive effect on the levy. Second, we generated more case management revenue than we budgeted due to better utilization of our case managers and our personal care professionals. We also realized labor savings by holding positions open per county human resource policy. We continue to see cost increases and increased levy requirements in our mental health program(s) as the census and emergency detention cases rise.

Community Treatment Center

The CTC realized a net excess of \$963K of which \$543K was comprised of transfer-in from community programs for the 2009 deficit. The CTC net excess (less transfer-in) was \$290K which is better than budgeted. This is due to increased hospital revenue where CTP realized 1,583 more Brown County days than budgeted. In addition, revenues from other payers at the hospital were \$175K higher due to 658 more client days than budget. Private pay revenues at the nursing home were \$80.7K higher than budget due to 356 more private pay days provided.

Expenses at the CTC were lower by \$643K primarily due to lower depreciation expense of \$400K. We budgeted for a 25 year depreciation schedule and booked depreciation based on a 50 year schedule per instructions from the DOA. In addition, wage expenses were closely controlled and were \$74K lower than budget. Also, chargeback's were \$118K lower than budget primarily due to facilities costs being \$88K lower than budget.

7. Community Treatment Center Statistical Update:

Shoup reported that he would like to see fewer emergency detentions. He also said that the out of county admissions are current higher than last year's figures at this point. Shoup said that the average daily census is down from last year, although it has been picking up lately.

Please refer to the packet which includes this information.

8. Bellin Hospital Statistical Update:

Please refer to the packet which includes this information.

9. Contract Update:

Please refer to the packet which includes this information.

10. Other Matters:

Next Meeting: May 12, 2011 (Public Hearing)
5:15 p.m. – Sophie Beaumont Building, Board Room A

ANDREWS/LAUNDRIE moved to receive and place on file Item No. 4 through Item No. 9. Motion passed by unanimous vote.

11. Adjourn Business Meeting:

ANDREWS/ZEHREN moved to adjourn; motion passed unanimously. Chairman Lund adjourned the meeting at 7:29 p.m.

Respectfully Submitted,

Laura L. Chartier
Recording Secretary